भारत सरकार **GOVERNMENT OF INDIA**
रेल मंत्रालय **MINISTRY OF RAILWAYS**
रेलवे बोर्ड **(RAILWAY BOARD)**

RBA No. 30/2015

No. 2014/AC-II/21/4

New Delhi, dated: 21.05.2015

General Managers/FA&CAOs/CPOs
All Indian Railways and PUs.

Sub: Revision of Subcriber Registration Forms - New Pension System.

In order to ease the process of registration of subscribers under New Pension System, PFRDA has revised the existing Subscriber Registration Form (S1 form) and has introduced a new form Common Subscriber Registration Form (CSRF-1) from 01.04.2015 which will be common for all sectors **(copy enclosed)**. Accordingly, the Government subscribers will be required to submit the CSRF-1 form instead of S1 Form alongwith self attested copies of supporting documents which will be verified by concerned Nodal Offices before submission to CRA - FC (Facilitation Centre). The salient features of new forms are as follows:

1. KYC documents (Address/Identity/Date of Birth proof) to be collected by the Nodal Offices alongwith CSRF-1.
2. Subscriber has an option to mention mother's name instead of father's name on the PRAN card. The details should be provided in Addional Request details (Ann II of CSRF 1)
3. Nomination details are to be mandatorily provided.
4. Alongwith DDO authorization, PAO/PrAO also needs to authorize CSRF 1 Form.

The last date for acceptance of old S1 Forms is 31.05.2015 subsequent to which only CSRF-1 form will be accepted across all CRA-Facilitation Centres (FCs).

Kindly ensure compliance and notify all concerned.

DA: As above

(Sanjeev Sharma)
Joint Director Accounts
Railway Board

Copy for information to:

1. General Manager, PFRDA, 1st Floor, ICADR Building, Plot No. 6, Vasant Kunj Institutional Area Phase II, New Delhi - 110 070.
2. Shri Amit Sinha, Executive Vice President, National Securities Depository Ltd., Trade World, 4th Floor, 'A' Wing, Kamla Mills Compound, Senapati Bapat Marg, Lower Parel West, Mumbai.

NPS- 729 -

NSDL e-Governance Infrastructure Limited
Central Recordkeeping Agency
Circular

Circular No.: CRA/PO&RI/Master/2015/003

March 31, 2015

Subject: Revision of Subscriber Registration Forms

All Nodal Offices are hereby informed that the existing Subscriber Registration Form has been revised and a new Subscriber Registration Form which is common across all sectors has been notified by Pension Fund Regulatory and Development Authority (PFRDA). The Nodal Offices are advised to use the new **Common Subscriber Registration Form** from April 1, 2015 for registration of subscribers in National Pension System (NPS).

The Nodal Office are requested to note that the subscribers are required to submit the self-attested copies of supporting documents which needs to be verified with originals by the Nodal Office before submission to CRA-Facilitation Centre for processing. The **Common Subscriber Registration Form** has been enclosed as **Annexure.** Same can also be downloaded from CRA website (www.npscra.nsdl.co.in).

In case any further clarification is required in this regard, you may contact Mr. Sunny Gonsalves at 022-24994856 (E-mail ID –sunnyg@nsdl.co.in) or Mr. Avdhoot Shetye at 022-2499 4949 (E-mail ID – avdhoots@nsdl.co.in).

For and on behalf of

NSDL e-Governance Infrastructure Limited

Mandar Karlekar

Asst. Vice President

Encl: a/a

NATIONAL PENSION SYSTEM (NPS)

SUBSCRIBER REGISTRATION FORM

Affix recent colour photograph of 3.5 cm X 2.5 cm size

Please Select your Category [Please tick(√)]

☐ **Government Sector** ☐ **Corporate Sector**

☐ **All Citizen Model** ☐ **NPS Lite/Swavalamban**

To,

National Pension System Trust.

Dear Sir/Madam,

I hereby request that an NPS account be opened in my name as per the particulars given below:

* indicates mandatory fields. Please fill the form in English and BLOCK letters with black ink pen. (Refer general guidelines at instructions page)

1. PERSONAL DETAILS:

Name of Applicant in full Shri ☐ Smt. ☐ Kumari ☐

First Name*

Middle Name

Last Name

Date of Birth* / / (Date of Birth should be supported by relevant documentary proof)

Gender [Please tick (√)] Male ☐ Female ☐ Others ☐

Father's Name*
(Refer Sr. No. 1 of Instructions)

2. IDENTITY DETAILS* (Any one of the documents need to be provided)

PAN Aadhaar Voter ID

Passport Others

Please refer Sr. No. 2 of the instructions.

3. CORRESPONDENCE ADDRESS DETAILS*

Flat/Room/Door/Block no. Landmark

Premises/Building/Village

Road/Street/Lane

Area/Locality/Taluk

City/Town/District PIN Code

State/U.T.

4. PERMANENT ADDRESS DETAILS ☐ Tick (√) in the box in case the address is same as above.

Flat/Room/Door/Block no. Landmark

Premises/Building/Village

Road/Street/Lane

Area/Locality/Taluk

City/Town/District PIN Code

State/U.T.

Proof of Address (Correspondence/Permanent)

Aadhar card ☐ Passport ☐ Voter ID card ☐ Driving License ☐ Ration Card ☐ Registered Lease ☐ Sale agreement of residence ☐

Latest Gas Bill* ☐ Electricity Bill* ☐ Telephone[Landline] Bill* ☐ Others (please specify) ☐

*Not more than 3 months old. Please refer Sr. No. 2 of the instructions

5. CONTACT DETAILS

Landline Phone (with STD Code) Mobile + 9 1

Email ID

Do you want to subscribe to SMS Alerts : Yes ☐ **No** ☐ Mobile number is essential for receiving sms alerts regarding your NPS account

6. OTHER DETAILS (Please refer to Sr no. 3 of the instructions)

- Occupation Details [please tick(√)]
  Private Sector ☐ Government Sector ☐ Public Sector ☐ Business ☐ Professional ☐ Agriculture ☐
  Homemaker ☐ Student ☐ NRI ☐ Other (please specify) ☐
- Please Tick If Applicable Politically exposed person ☐ Related to Politically exposed Person ☐
- Income Range (per annum) Upto 1 lac ☐ 1 lac to 5 lac ☐ 5 lac to 10 lac ☐ 10 lac to 25 lac ☐ 25 lac and above ☐
- Educational Qualifications Below SSC ☐ SSC ☐ HSC ☐ Graduate ☐ Masters ☐ Professionals (CA, CS, CMA, etc.) ☐

7. SUBSCRIBER BANK DETAILS (Please refer to Sr no. 4 of the instructions)

Account Type [please tick(√)] Saving A/c ☐ Current A/c ☐

Bank A/c Number

Bank Name

Branch Name

Branch Address PIN Code

Bank MICR Code IFSC Code

8. SUBSCRIBERS NOMINATION DETAILS* (Please refer to Sr. No . 5 of the instructions)

Name of the Nominee (You can nominate up to a maximum of 3 nominees and if you desire so please fill in Annexure III (Additional Nomination Form) provided separately)

Nominee Name

Relationship with the Nominee | Date of Birth (In case of Minor) / /

Nominee's Guardian Details (in case of a minor)

Nominee's Guardian

9. NPS OPTION DETAILS (Please tick (√) as applicable)

I would like to subscribe for Tier II Account also YES ☐ NO ☐ If yes, please submit details in Annexure I. (Tier II account is not available for NPS Lite/ Swavalamban subscribers).

I would like my PRAN to be printed in Hindi YES ☐ NO ☐ If Yes, please submit details on Annexure II

10. PENSION FUND (PF) SELECTION AND INVESTMENT OPTION*

(i) PENSION FUND SELECTION (Tier I) : The names of the all PFs are mentioned in the instructions page and are available to the all sector subscribers with following conditions:

(i) **Government Sector**: For Government Subscribers, the following PFs act as default PFs as per the guidelines issued by the Government:
(a) LIC Pension Fund Limited (b) SBI Pension Funds Pvt. Limited (c) UTI Retirement Solutions Ltd.

(ii) **NPS Lite/Swavalamban**: NPS Lite Swavalamban is a group choice model where subscriber has a choice of PF and investment option as available with Aggregator.

(iii) **All Citizen Model**: Subscribers under All Citizen model has the option to choose the available PFs as per their choice in the table below.

(iv) **Corporate Model:** Subscribers shall have the option to choose the available PFs as per the below table in consultation with their respective Employer.

Name of the Pension Fund	Please Tick (√)	Availability of the Pension Funds			
		Available to Government Sector	Available to NPS Lite/ Swavalamban	Available to All Citizen Model*	Available to Corporate Model*
LIC Pension Fund Limited					
SBI Pension Funds Private Limited					
UTI Retirement Solutions Limited					
ICICI Prudential Pension Funds Management Company Limited					
Kotak Mahindra Pension Fund Limited					
Reliance Capital Pension Fund Limited					
HDFC Pension Management Company Limited					

* Selection of Pension Fund is mandatory both in Active and Auto Choice. In case, you do not indicate a choice of PF, please note that it is deemed that you have consented for the default PF specified by PFRDA. Currently, SBI Pension Funds Private Limited is the default PF.

(ii) INVESTMENT OPTION (Available for All Citizen Model and Corporate Model Subscribers)

(Please Tick (√) in the box given below showing your investment option).

Active Choice ☐ Auto Choice ☐

For details on Auto Choice, please refer to the Offer Document. Please note:

1. In case you do not indicate any investment option, your funds will be invested in Auto Choice
2. In case you have opted for Auto Choice, DO NOT fill up section below relating to Asset Allocation. In case you do, the Asset Allocation instructions will be ignored and investment will be made as per Auto Choice.

(iii) ASSET ALLOCATION (to be filled up only in case you have selected the 'Active Choice' investment option)

Asset Class	E (Cannot exceed 50%)	C	G	Total
%				

Note:- The total allocation across E, C and G asset classes must be equal to 100%. In case, the allocation is left blank and/or does not equal 100%, the application shall be rejected.

11. DECLARATION BY SUBSCRIBER* (Please refer to Sr no. 6 of the instructions)

Declaration & Authorization by all subscribers

I have read and understood the terms and conditions of the National Pension System and hereby agree to the same and declare that the information and documents furnished by me are true and correct, to the best of my knowledge and belief. I undertake to inform immediately the Central Record Keeping Agency/National Pension System Trust, of any change in the above information furnished by me. I do not hold any pre-existing account under NPS. I understand that I shall be fully liable for submission of any false or incorrect information or documents.

I further agree to be bound by the terms and conditions of provision of services by CRA, from time to time and any amendment thereof as approved by PFRDA, whether complete or partial without any new declaration being furnished by me. I shall be bound by the terms and conditions for the usage of I-pin (to access CRA/NPSCAN and view details) & T-pin on the CRA website.

Additional declaration by Swavalamban subscriber

I have read/explained to me and understood the Swavalamban guidelines and I meet the prescribed eligibility criteria for assistance under the scheme. I also undertake to adhere to the prescribed contribution limit of minimum Rs. 1000/- and maximum of Rs. 12000/-, failing which the Central Government contribution credited to my account may be forfeited along with such interest rates as may be prescribed.

Declaration under the Prevention of Money Laundering Act, 2002

I hereby declare that the contribution paid by me/on my behalf has been derived from legally declared and assessed sources of income. I understand that NPS Trust has the right to peruse my financial profile or share the information, with other government authorities. I further agree that NPS Trust has the right to close my PRAN in case I am found violating the provisions of any law relating to prevention of money laundering.

Date / /

Place :

Signature/Thumb Impression* of Subscriber in black ink
(* LTI in case of male and RTI in case of female)

ACKNOWLEDGEMENT

Name of the Subscriber:

Contribution Amount Remitted: ₹

Date of Receipt of Application and Contribution Amount: / /

Stamp and Signature of the Employer/PoP/Aggregator:

12. DECLARATION BY EMPLOYER/POP/AGGREGATOR

Applicable to Government Subscribers only

(Subscribers Employment Details to be filled and attested by the Deptt. (All Details are Mandatory)

Date of Joining / / Date of Retirement / /

Employee Code/ID

Group of Employee (Tick as applicable) Group A ☐ Group B ☐ Group C ☐ Group D ☐

Office

Department

Ministry

DDO Registration Number

DTO/PAO/CDDO/DTA/PrAO Registration Number Basic Pay

Pay Scale

It is certified that the details provided in this subscriber registration form by _____ employed with us, including the address and employment details provided above are as per the service record of the employee maintained by us. Also, it is further certified that he/she has read entries/entries have been read over to him/her by us and got confirmed by him/her.

Signature of the Authorised person (In the box above)	Rubber Stamp of the DDO (In the box above)	Signature of the Authorised person (In the box above)	Rubber Stamp of the DTO/PAO/CDDO/ DTA/PrAO (In the box above)
Designation of the Authorised Person		Designation of the Authorised Person	
Name of the DDO		Name of DTO/PAO/CDDO/DTA/PrAO	
Deptt/Ministry		Date / /	

Applicable to Corporate Subscribers only

(Subscribers Employment Details to be filled and attested by Corporate (All Details are Mandatory))

Date of Joining / / Date of Retirement / /

Employee ID

Corporate Regd. No Allotted by CRA CBO No. allotted by CRA

Certified that the details provided in this subscriber registration form by _____ employed with us, including the employment details provided above are as per the service record of the employee maintained by us. Also, it is further certified that he / she has read the entries / entries have been read over to him / her by us and got confirmed by him / her.

	Date / /	
Signature of the Authorized Person (In the box above)	Place	Rubber Stamp of the Corporate (In the box above)
Designation of the Authorized Person:		

To be filled by POP-SP (Only in case of All Citizen Model or Corporate subscribers)

Receipt No. (17 digits) POP-SP Registration Number

Document accepted for date of Birth Proof:

Copy of PAN card submitted YES ☐ NO ☐ KYC Compliance YES ☐ NO ☐

Existing Bank Customer:

I/we hereby certify/confirm that Shri/Smt/Kum ..... is an existing customer of the Bank having fully operative Saving Bank account no .....at ..... branch and KYC norms required for opening Bank Account which match the requirements for opening NPS account have been fully complied with. We further confirm that the S. B. a/c of Sh/Smt/Kum ..... is not a 'Basic Savings Bank Deposit Account'.

Adhaar Based KYC Certificate:

I/we hereby certify that Aadhaar Number .....of Sh/Smt/Kum.....has been checked and the name and address mentioned on the original Aadhaar card are matching with that mentioned on NPS application form.

		Name:
		Designation: Place:
POP-SP Seal	Signature of Authorized Signatory	Date / /

Declaration by the Aggregator (Only in case of NPS Lite/Swavalamban Subscribers)

Authorisation by Aggregator's office (NL - AO)

Certified that the subscriber is registered with the aggregator and he/she has opted to join NPS. I hereby declare that the subscriber is eligible to join NPS and the above declaration has been signed /thumb impressed before me by .....after (s)he has read the entries/ entries have been read over to her/him by me.

Signature of the Authorised person (In the box above)	Rubber Stamp of the Aggregator (In the box above)

Name of the Aggregator

NPS Lite Account Office (NL-AO) Registration Number NPS Lite - Collection Centre (NL - CC) Registration Number

Membership No. allotted by Aggregator (if any)

Place Date / /

[To be filled by CRA - Facilitation Centre (CRA-FC)]

Received by CRA-FC Registration Number

Received at Date / /

Acknowledgement Number (by CRA-FC)

PRAN Alloted

TIER II DETAILS

I hereby submit the following details for activation of Tier – II account under NPS.

1. PAN card Number (Mandatory) :

2. **Subscribers Bank Details:** (Mandatory)

   If same as Tier I, Please Tick (√) ☐ else, provide the details below: Savings A/c ☐ Current A/c ☐

   Bank A/c Number

   Bank Name

   Branch Name

   Branch Address PIN CODE

   Bank MICR Code IFSC Code

Subscriber's Nomination Details

If same as Tier I, Please Tick (√) ☐ else, provide the details below. In case you desire to nominate more than one person, please fill Annexure III.

3. Name of the Nominee:

First Name	Middle Name	Last Name

4. Date of Birth (In case of Minor) / /

5. Relationship with the Nominee:

6. Nominee's Guardian Details (in case of a minor):

First Name	Middle Name	Last Name

Subscriber Scheme Preference (Please refer offer document for further details):

7. (i). **Pension Fund (PF) Selection (Select only one PF):** Selection of PFM is mandatory both in Active and Auto Choice. In case, if you do not indicate a choice of PF, please note that it is deemed that you have consented to opting for the default option for the PF as prescribed by PFRDA. Currently, SBI Pension Funds Private Limited is the default PFM.

If same as Tier I, Please Tick (√) ☐ else, provide the details below

Pension Fund Name	Please tick only one (√)
LIC Pension Fund Limited	☐
SBI Pension Funds Private Limited	☐
UTI Retirement Solutions Limited	☐
ICICI Prudential Pension Funds Management Company Limited	☐
Kotak Mahindra Pension Fund Limited	☐
Reliance Capital Pension Fund Limited	☐
HDFC Pension Management Company Limited	☐

(ii). **Investment Option** (Please Tick (√) in the box given below showing your investment option)

Active Choice	Auto Choice	(For details on Auto Choice, please refer to the Offer Document)
		Note:- (a) In case you do not indicate any investment option, your funds will be invested in Auto Choice (b) In case you have opted for Auto Choice, DO NOT fill up section (iii) below relating to Asset Allocation. In case you do, the Asset Allocation instructions will be ignored and investment made as per Auto Choice.

(iii). **Asset Allocation** (to be filled up only in case you have selected the 'Active Choice' investment option)

Asset Class %	E (Cannot exceed 50%)	C	G	Total	Note:- The allocation across E, C and G asset classes must equal 100%. In case, the allocation is left blank and/or does not equal 100%, the application shall be rejected by the POP.
				100%	

Declaration & Authorization by subscriber

I have read and understood the terms and conditions of the National Pension System and hereby agree to the same and declare that the information and documents furnished by me are true and correct, to the best of my knowledge and belief. I undertake to inform immediately the National Pension System Trust, of any change in the above information furnished by me. I do not hold any pre-existing account under NPS. I understand that I shall be fully liable for submission of any false or incorrect information or documents.

I further agree to be bound by the terms and conditions of provision of services by CRA, from time to time and any amendment thereof as approved by PFRDA, whether complete or partial without any new declaration being furnished by me. I shall be bound by the terms and conditions for the usage of I-pin (to access CRA/NPSCAN and view details) & T-pin on the CRA website.

Declaration under the Prevention of Money Laundering Act, 2002

I hereby declare that the contribution paid by me/on my behalf has been derived from legally declared and assessed sources of income. I understand that NPS Trust has the right to peruse my financial profile or share the information, with other government authorities. I further agree that NPS Trust has the right to close my PRAN in case I am found violating the provisions of any law relating to prevention of money laundering.

Date:

Place:

Signature/Thumb Impression* of Subscriber in black ink
(* LTI in case of male and RTI in case of female)

To be filled by POP/POP(SP)

POP-SP Registration Number

Copy of PAN Card Submitted YES ☐ NO ☐

		Name:
		Designation:
		Place:
POP-SP Seal	Signature of Authorised Signatory	Date / /

Annexure II to CSRF 1

ADDITIONAL REQUEST DETAILS

1. **Name of Father** (required if name exceeds 30 characters and not able to be covered on page 1 of the application form)

   First Name

   Middle Name

   Last Name

2. **Name of Mother** (required only if the applicant wants mother's name to be printed instead of Father's name on PRAN Card)

   First Name

   Middle Name

   Last Name

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3. **Request for Printing Permanent Retirement Account Number (PRAN) card in Hindi (required only if applicant wants PRAN card in Hindi)**

   Please provide the following details in Devnagri script for printing the PRAN card in Hindi. Also, please note that the manner in which the names are provided in this annexure will be displayed on the PRAN card. However, date of birth will be printed in English only. All the given below fields are mandatory.

	Subscriber's Full Name in Hindi	**Father/Mother's Full Name in Hindi** (As selected in the Subscriber Registration form) Please refer Sr. No. 1 of the instructions.
First Name		
Middle Name		
Last Name		

	Name:
	Place:
Signature/Thumb Impression* of Subscriber in black ink	**Date:** / /

(* LTI (Left Thumb Impression) in case of male and RTI (Right Thumb Impression) in case of female)

ADDITIONAL NOMINATION FORM

INSTRUCTIONS FOR FILLING IN THE FORM

The details of nominees to whom the outstanding pension wealth of the subscriber is payable in case of the demise of the subscriber before entire proceeds are withdrawn is to be provided hereunder (Please refer instruction no: 5). Also, please note that in case of demise of the subscriber after opting for deferred withdrawal, all the outstanding pension wealth present in the NPS account of the subscriber shall be withdrawn upon receiving the request and paid to the nominees as mentioned in this form and the same would be treated as full and final discharge of the obligation.

I, _____ hereby nominate the person(s) mentioned below who is/are member(s)/ of my family to receive the amount in my PRAN account under National Pension System in the event of my death.

1. Name of the Nominee:

1st Nominee	2nd Nominee	3rd Nominee
First Name Middle Name Last Name	First Name Middle Name Last Name	First Name Middle Name Last Name

2. Present Communication address of the nominees:

Address of 1st Nominee	Address of 2nd Nominee	Address of 3rd Nominee

3. Date of Birth* (Only in case of a minor):

1st Nominee / /	2nd Nominee / /	3rd Nominee / /

4. Relationship with the Nominee:

1st Nominee	2nd Nominee	3rd Nominee

5. Percentage Share:

1st Nominee %	2nd Nominee %	3rd Nominee %

6. Nominee's Guardian Details (Only in case of a minor):

1st Nominee's Guardian Details	2nd Nominee's Guardian Details	3rd Nominee's Guardian Details
First Name Middle Name Last Name	First Name Middle Name Last Name	First Name Middle Name Last Name

Dated this ..... day of ..... 20 at .....

Signature/ Thumb Impression* of the Subscriber

***Note: Left thumb impression in case of illiterate male Subscriber and Right thumb impression in case of illiterate female subscriber must be obtained.**

Annexure III to CSRF 1

TO BE FILLED/ATTESTED BY DDO/POP-SP/NL-CC

Certified that the above declaration and nomination details has been signed / thumb impressed before me by Sh/Smt/Ms._____ after he / she have read the entries / entries have been read over to him / her by me and got confirmed by him / her.

Rubber Stamp of the DDO/POP-SP/NL-CC	Signature of the Authorised Person

DDO/POP-SP/NL-CC Registration Number _____
(Allotted by CRA)

Designation of the Authorised Person :_____

DDO/POP-SP/NL-CC Office Name : _____

Date / /

TO BE FILLED/ATTESTED BY PAO/DTO/POP/POP-SP/NL-AO/DTA/PrAO

PAO/DTO/POP/POP-SP/NL-AO/DTA/PrAO Registration Number
(Allotted by CRA): _____

Rubber Stamp of the PAO/DTO/POP/POP-SP/NL-AO/DTA/PrAO	Signature of the Authorised Person